



CCAC Minutes for Meeting of July 12

Date of Meeting: July 12, 2006
Name of Committee: CITY CENTER ADVISORY COMMISSION
Notes taken by: Phil Nachbar
Called to order by: Carl Switzer
Time Started: 6:35 pm
Time Ended: 9:00 pm

Members Present :

Carolyn Barkley; Gretchen Buehner; Alexander Craghead; Suzanne Gallagher; Alice Ellis Gaut; Lily Lilly; Roger Potthoff; Carl Switzer

Members Absent: Ralph Hughes, Judy Munro

Others Present: None.

Staff Present: Phil Nachbar

Prior to the first agenda item, there was a discussion about the need for emailing among group members to be open and made available to all members of the Commission. The group agreed without resolution that this would be the policy, however, Roger Potthoff also noted that a group “has the right to caucus”. For the purposes of routine communications, the policy of making sure everyone is informed was agreed to.

Agenda Item #1: Land Use / Building Design Guidelines—site design, building prototypes.

Important Discussion and/or Comments: An overview of the land use discussion from June 21 and a new presentation of a matrix of possible design guidelines for different areas of downtown was presented by Phil Nachbar. The goal of the group with regard to land use / design guidelines for Downtown is to provide direction to Long Range Planning Staff to develop specific written guidelines. The CCAC’s role with regard to Land Use / Design Guidelines is to provide the basis for which guidelines can be developed.

There were no final decisions made by the group. Phil encouraged the group to consider holding off on any final recommendations until the end of discussions anticipated to be Aug 23 (Aug 30 if needed). There is an education process that is taking place and it was suggested that making decisions too early might not be the best approach. Phil indicated that he would provide a summary of each prior discussion, and note the group's key concerns so options could be formulated for a decision later on.

Action Items (Follow-Up or Votes):

A proposed land use map was presented by Phil Nachbar. Gretchen indicated a need to include a mixed use option along the edge of the residential area between Burnham St. and Fanno Creek Park. The group also noted the possibility of extending the residential area north of Burnham around the proposed Urban Creek Corridor over to Hall Blvd. These two options will be discussed again at the next meeting.

The group also noted an interest in "Green design" as a marketing theme for Downtown, and in being applied to buildings as well as site development and streets. Lily Lilly suggested that Tigard could be the head liner on Oregon Home Magazine as a feature for a "green, sustainable" design focus. The group agreed that developing building design guidelines that would be green, sustainable would be desirable. Phil noted that the idea would help distinguish Tigard, and that it might be developed using incentives as opposed to requirements since additional requirements could be perceived as being onerous by developers. This idea of sustainable building design could be tested during the process of developing specific guidelines.

Phil will provide small-scale, color, land-use, maps for everyone at the next meeting.

Agenda Item #2: Main Street Demonstration Project

Important Discussion and/or Comments: The group decided to move forward with a "Touch of Tigard" and defined the area that street trees and lighting would be installed temporarily in the Downtown. The area was designated as being from "the creek to Tigard Street". The project idea is to make an immediate physical improvement which could give the community an idea of what could be done in Downtown. It should be noted that the design for Main Street calls for a full-scale, set of comprehensive streetscape improvements including widened sidewalks, parking, lighting and landscaping. This would include just two of those elements of the larger design for the street.

Action Items (Follow-Up or Votes):

Phil will follow up on implementation actions and get back to the group as to a timeframe for installation. It will be necessary to now include Matt Stein and the Tree Board to move forward with the project.

Agenda Item #3: CCAC By-laws

Important Discussion and/or Comments: A copy of the Planning Commission by-laws was passed out for the group to use as a working draft to modify and develop. On Aug 15, City Council will address roles and responsibilities for the CCAC. The group has shown an interest in developing their own set of suggestions for how the Commission might operate. Together with Councils direction, a draft set of by-laws could be provided to Council for consideration at this work session.

Action Items (Follow-Up or Votes): None.

Agenda Item #4: Planning for Developer Meetings

Important Discussion and/or Comments: No discussion.

Action Items (Follow-Up or Votes): None.